### IOWA DEPARTMENT OF EDUCATION

# Statewide Voluntary Preschool Program for Four-Year-Old Children

# APPLICATION PACKET 2010-2011

### **Availability of Funds:**

Grant Application awards are contingent on the 2011 legislative appropriation.

### **APPLICATION DEADLINE: May 14, 2010**

Contact: Judy Russell, Consultant Iowa Department of Education Grimes State Office Building 400 East 14<sup>th</sup> Street Des Moines, IA 50319-0146 Judy.Russell@iowa.gov State of Iowa

Department of Education

Grimes State Office Building

400 E 14<sup>th</sup> St

Des Moines IA 50319-0146

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If you have questions or grievances related to compliance with this policy by the lowa Department of Education, please contact the legal counsel for the lowa Department of Education, Grimes State Office Building, 400 E 14<sup>th</sup> St, Des Moines IA 50319-0146, telephone number 515/281-5295, or the Director of the Office for Civil Rights, U.S. Department of Education, 111 N. Canal Street, Suite 1053, Chicago, IL 60606-7204.

## STATEWIDE VOLUNTARY PRESCHOOL PROGRAM FOR FOUR-YEAR-OLD CHILDREN

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## **SECTION I**

## Overview of Statewide Voluntary Preschool Program for Four-Year-Old Children

#### SECTION I OVERVIEW OF STATEWIDE VOLUNTARY PRESCHOOL PROGRAM FOR FOUR-YEAR-OLD CHILDREN

#### **Purpose**

The Iowa Department of Education "Department" is issuing an application to fund the Statewide Voluntary Preschool Program for Four-Year-Old Children through collaborative partnerships among school districts, local communities and families. The purpose is to solicit applications that will enable the Department to make funding available to all interested and qualified school districts to participate in providing a Statewide Voluntary Preschool Program for Four-Year-Old Children created in accordance with 281 Iowa Administrative Code (IAC) chapter 16. Applicants must comply with all instructions and requirements as stipulated in this document. As a result of the legislation and appropriation, the Department is prepared to implement the Statewide Voluntary Preschool Program for Four-Year-Old Children in collaboration with school districts and community partners.

The purpose of the Statewide Voluntary Preschool Program for Four-Year-Old Children is to provide an opportunity for young children in the state of Iowa to enter school ready to learn by expanding statewide voluntary access to quality preschool curricula for four-year-old children. The allocation of funds for the Statewide Voluntary Preschool Program for Four-Year-Old Children is intended to improve access to quality early childhood education and provide a predictable, equitable and sustainable funding method to increase the number of children participating in quality programs. The preschool programs are expected to serve four-year-old children with a range of abilities and disabilities representing the social, linguistic and economic diversity of families within the community.

#### **Key Terms and Concepts**

It is required that applicants meet program and collaboration requirements as outlined in 281—16.3 to 16.4 IAC. The following terms associated with the Statewide Voluntary Preschool Program for Four-Year-Old Children provide clarification in completing the application.

"Applicant" means a school district applying to become an approved local program. Only public school districts in Iowa may apply for state funds under this chapter.

"Approved local program" means a school district's voluntary preschool program for eligible children approved by the Department of Education to provide high quality preschool instruction.

"Eligible children" means a child who is a resident of Iowa and is four (4) years of age on or before September 15 of the school year. If space and funding are available, a school district approved to participate in the preschool program may enroll a younger or older child in the preschool program; however, the child shall not be counted for state funding purposes.

"Program standards" means the expectations for the characteristics or quality of early childhood centers and schools approved by the Department. Approved program standards include National

Association for the Education of Young Children Program Standards and Accreditation Criteria, Head Start Program Performance Standards, or the Iowa Quality Preschool Program Standards.

"Staff" mean those individuals implementing preschool program activities under the direct supervision of a teacher. Staff includes paraeducators, teacher aides and teacher associates. All staff members shall meet the program standards as defined above.

"Teacher" means an individual who holds a valid practitioner's license issued by the Board of Educational Examiners under chapter 272 and holds an endorsement from the Board of Educational Examiners that includes prekindergarten or kindergarten. There is no requirement that the teacher be an employee of the applicant school district; the teacher may be employed by a private provider or other public agency with whom the applicant school district has entered into an agreement or contract.

## **SECTION II**

## **General Application Information**

#### SECTION II GENERAL APPLICATION INFORMATION

Grant Application Awards will be based on the 2011 legislative appropriation.

Timeline for District Applications Year 4 (2010-2011)	2010-2011
Year 4 (2010-2011) Revised Application Packet and Technical Assistance Guidance Manual available on Department website: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;ltemid=1279">http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;ltemid=1279</a>	April 16, 2010 (Friday)
Statewide ICN to review application process and rules/requirements for implementation of the Statewide Voluntary Preschool Program (same content in both ICN Sessions).  ICN session information will be sent to all superintendents via email and posted on the Department website: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;temid=1279">http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;temid=1279</a>	April 21, 2010 (Wednesday) April 22, 2010 (Thursday) (Same content in both ICN Sessions)
NO LETTER OF INTENT IS REQUIRED.	
Applications must be postmarked by Friday, May 14, 2010, or delivered in person by 4:30 p.m. on Friday, May 14, 2010, to:  MaLinda Hugh-Reynolds Bureau of Early Childhood Services lowa Department of Education Third Floor Lobby Grimes State Office Building 400 E. 14 <sup>th</sup> Street Des Moines, IA 50319	May 14, 2010 (Friday)
Department reads district applications.	May 17-20, 2010 (Monday - Thursday)
Department notification of awards.	June 7, 2010 – <i>Tentative</i> (Monday)
ICN Session for Preschool Orientation for districts awarded grant funding for 2010-2011 Statewide Voluntary Preschool Programs for Four-Year-Old Children.  Awarded districts are required to participate.  ICN session information will be sent to all superintendents and contacts via email and posted on the Department website: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;ltemid=1279">http://www.iowa.gov/educate/index.php?option=com_content&amp;task=view&amp;id=940&amp;ltemid=1279</a>	TBD
Preschool Grant Award Enrollment Count.	September 8, 2010
Agreements between districts and the Department of Education issued.	October 2010 - Tentative

The application for the Statewide Voluntary Preschool Program for Four-Year-Old Children can be delivered in person at the Grimes State Office Building, 400 E. 14<sup>th</sup> Street, Des Moines, 3<sup>rd</sup> Floor lobby by 4:30 p.m. on May14, 2010, or mailed and postmarked on or before May14, 2010. This requirement is a mandatory requirement and <u>will not</u> be subject to waiver as a minor deficiency. Please adhere to all requirements. Electronic mail and faxed copies of the application <u>will not</u> be accepted. Any information submitted separately from the application will not be considered in the review process.

#### Submit the original application to:

MaLinda Hugh-Reynolds, Secretary Iowa Department of Education Early Childhood Services Bureau Grimes State Office Building, 3<sup>rd</sup> Floor 400 East 14<sup>th</sup> Street Des Moines, IA 50319-0146

## GENERAL PROVISIONS OF THE STATEWIDE VOLUNTARY PRESCHOOL PROGRAM FOR FOUR-YEAR-OLD CHILDREN

#### **Eligible Applicants**

A public school district must meet the accreditation requirements under Chapter 12 in order to an eligible applicant.

Note: Public school districts with a low kindergarten certified enrollment are encouraged to partner as a consortium to provide the Statewide Voluntary Preschool Program for Four-Year-Old Children.

Applicants are <u>not</u> required to implement a preschool program that serves their entire school district boundaries; however, school districts must provide justification for the area selected.

#### **Criteria for Available Funding**

If requests from school districts exceed the funding made available for the preschool program, the Department anticipates awarding funds on a prorated basis to all qualified school districts that apply. Each approved school district shall be awarded grant funds on the number of four-year-old children based one of the following:

- 1. pending final legislative approval a minimum of twenty-eight percent (28%) of the district kindergarten certified enrollment from October 2009; or,
- 2. up to 10 eligible children enrolled on <u>September 8</u> in the preschool program even if 28% of the kindergarten certified enrollment is less than 10.

Additional funding may be available for all qualified school districts that apply if:

- all funding allocated during the 2011 legislative session becomes available;
- not all school districts apply; or,
- the September 8 child count is lower than the estimated count on the applications amount.

All applicants that certified to all of the assurances and requirements in Chapter 16 shall be considered for funding.

#### APPLICATION PROCESS, TERMS AND CONDITIONS

#### **Application process**

- a. An applicant shall make formal response using the Application Form in Section V. Applications not containing the specified information, not following the application format or not received by the specified due date may not be considered.
- b. The Department shall have the final discretion to award funds.
- c. The Department shall notify successful applicants and shall provide to each a contract for signature. This contract shall be signed by an official with authority to bind the applicant and shall be returned to the Department prior to the award of any funds under this program.

#### **Application Components**

The application consists of the following required components:

- A. Cover Page
- B. Assurances
- C. Minority Impact Statement
- D. Collaboration: Partners and Commitment Form
- E. Program Plan to Provide a Quality Preschool
  - 1. Existing Preschool Question
  - 2. Preschool Program Plan Narrative (a through d)
  - 3. Preschool Program Plan Form
- F. Preschool Budget Plan

#### **Inquiries**

Inquiries from applicants shall be directed to Judy Russell at <u>Judy.Russell@iowa.gov</u> or Penny Milburn at <u>Penny.Milburn@iowa.gov</u>.

#### **Amendments to the Application**

Grant application awards will be based on the 2011 legislative appropriation. Therefore, the Department reserves the right to amend the application at any time. In the event it becomes necessary to amend, add to or delete any part of this application, a written amendment will be provided and posted on the Department website.

#### Withdrawal of Applications

Applications may be withdrawn, modified and resubmitted at any time prior to the stated due date and time for the receipt of applications. An applicant desiring to withdraw its application after the submission time shall notify Judy Russell, at the Department, in writing.

#### **Acceptance of Terms and Conditions**

A school district's submission of an application constitutes acceptance of the terms, conditions, criteria and requirements set forth in the application and operates as a waiver of any and all objections to the contents of the application. By submitting an application, an applicant agrees that it will not bring any claim or have any cause of action against the Department or the state of Iowa based on the terms or conditions of the application or the procurement process.

The Department reserves the right to accept or reject any exception taken by an applicant to the terms and conditions of this application. Should the successful applicant take exception to the terms and conditions required by the Department, the successful applicant's exceptions may be rejected and the Department may elect to terminate negotiations with that applicant. However, the Department may elect to negotiate with the successful applicant regarding terms which do not materially alter the substantive requirements of the application or the contents of the application.

#### **Costs of Application Preparation**

All costs of preparing the application are the sole responsibility of the applicant. The Department is not responsible for any costs incurred by the applicant which are related to the preparation or delivery of the application or any other activities undertaken by the applicant related in any way to the application.

#### **Information from Other Sources**

The Department reserves the right to obtain and consider information from other sources concerning an applicant, including the applicant's comprehensive school improvement plan, personnel and the applicant's capability and performance under other state requirements. The Department may use any of this information in evaluating an applicant's application.

#### **Verification of Application Contents**

The contents of an application submitted by an applicant are subject to verification. Misleading or inaccurate responses shall result in rejection of the application pursuant to Rejection of Applications section.

#### **Application Clarification Process**

The Department may request clarification from applicants for the purpose of resolving ambiguities or questioning information presented in the applications. Clarifications may occur throughout the application evaluation process.

#### **Public Records**

All information submitted by an applicant will be treated as public information following the conclusion of the selection process unless the applicant properly requests that information be treated as confidential at the time the application is submitted.

In the event the Department receives a public request for application information marked confidential, written notice shall be given to the applicant seventy-two (72) hours prior to the release of the information to allow the applicant to seek injunctive relief pursuant to Iowa Code Section 22.8. The information marked confidential shall be treated as confidential information to the extent such information is determined confidential under Iowa Code Chapter 22 or other provisions of the law by a court of competent jurisdiction.

The applicant's failure to request confidential treatment of material pursuant to this section and the relevant law will be deemed by the Department as a waiver of any right to confidentiality which the applicant may have had.

By submitting an application, the applicant agrees that the Department may copy the application for the purpose of facilitating the evaluation of the application or to respond to requests for public records. By submitting the application, the applicant warrants and represents that such copying will not violate the rights of any third party.

#### **Construction of Application**

This application shall be constructed in light of pertinent legal requirements and the laws of the state of Iowa. Changes in applicable statutes and rules may affect the award process or the funding. Applicants are responsible for ascertaining the relevant legal requirements.

#### APPLICATION REVIEW AND AWARD PROCESS

#### **Review Process**

- 1. All eligible applications will be reviewed and scored by the Department using a point system specified in the application requirements.
- 2. Pending final legislative approval, the Department shall have the final discretion to award funds. The funds for the Statewide Voluntary Preschool Program for Four-Year-Old Children will be distributed as described in the selection criteria section of this application. Each approved school district shall be awarded grant funds on the number of four-year-old children based one of the following:
  - a minimum of twenty-eight percent (28%) of the district kindergarten certified enrollment from October 2009; or,
  - up to 10 eligible children enrolled on <u>September 8</u> in the preschool program even if 28% of the district October 2009 kindergarten certified enrollment is less than 10.
- 3. The Department shall notify all applicants within 45 days following the application due date. Contracts shall be provided to each successful applicant. This contract shall be signed by officials with authority to bind the applicant and shall be returned to the Department prior to the award of any funds under this program.
- 4. The Department shall award additional funds to qualified applicants if:
  - all funding allocated during the 2011 legislative session becomes available;
  - not all school districts apply; or,
  - the September 8 child count is lower than the estimated count on the applications amount.

#### **Award Process**

*Notification of Applicants*. All applicants will be notified of their award status in an email to the superintendent, with an attached letter.

#### **Terms of the Contract:**

#### Award contracts.

Funds for applications approved by the Department shall be awarded through a contract entered into by the Department and the school district.

#### Contract termination.

Termination for convenience. The contract may be terminated in whole or in part when both parties agree that the continuation of the project would not produce beneficial results commensurate with the future expenditure of funds. The parties shall agree upon the termination conditions, including the effective date, and in the case of partial terminations, the portion to be terminated. The applicant shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible.

*Termination for cause.* The contract may be terminated in whole or in part at any time before the date of completion, whenever it is determined by the Department that the applicant has failed to comply substantially with the conditions of the contract. The applicant will be notified in writing by the

Department of the reasons for the termination and the effective date. The applicant will not incur new obligations for the terminated portion after the effective date of termination and shall cancel as many outstanding obligations as possible.

The Department will administer the funds for the Statewide Voluntary Preschool Program for Four-Year-Old Children contingent upon their availability. If there is a lack of funds necessary to fulfill the fiscal responsibility of the Statewide Voluntary Preschool Program for Four-Year-Old Children the contracts will be terminated or renegotiated. The Department may terminate or renegotiate a contract upon a 30-day notice when there is a reduction of funds by executive order.

Responsibility of applicant at termination. Within 45 days of the termination, the applicant shall supply the Department with a financial statement detailing all costs up to the effective date of the termination. If the applicant expends money for other than specified budget items approved by the Department the applicant shall return moneys for unapproved expenditures.

**Availability of Funds:** 

Grant Application awards will be based on the 2011 legislative appropriation.

**Grant Award Available for 2010-2011** 

Grant Award Available for 2010-2011  2009 Kindergarten Eligible Children			
District Name	Count	Count	Grant Award Available
Adel DeSoto Minburn	137	39	\$137,662.20
AGWSR	46	13	\$45,887.40
Akron Westfield	62	18	\$63,536.40
Albert City-Truesdale	11	10	\$35,298.00
Alburnett	38	11	\$38,827.80
Andrew	22	10	\$35,298.00
Anita	19	10	\$35,298.00
Ankeny	778	218	\$769,496.40
Aplington-Parkersburg	69	20	\$70,596.00
Armstrong-Ringsted	20	10	\$35,298.00
Ar-We-Va	26	10	\$35,298.00
Audubon	45	13	\$45,887.40
Aurelia	27	10	\$35,298.00
Ballard	133	38	\$134,132.40
Baxter	25	10	\$35,298.00
BCLUW	51	15	\$52,947.00
Belle Plaine	66	19	\$67,066.20
Belmond-Klemme	74	21	\$74,125.80
Bennett	17	10	\$35,298.00
Bondurant-Farrar	116	33	\$116,483.40
Boyden-Hull	62	18	\$63,536.40
Brooklyn-Guernsey-Malcom	45	13	\$45,887.40
C and M	19	10	\$35,298.00
Calamus-Wheatland	34	10	\$35,298.00
Cedar Falls	410	115	\$405,927.00
Central Lee	90	26	\$91,774.80
Central Lyon	70	20	\$70,596.00
Charles City	107	30	\$105,894.00
Charter Oak-Ute	26	10	\$35,298.00
Clarinda	78	22	\$77,655.60
Clarion-Goldfield	75	21	\$74,125.80
Clay Central-Everly	34	10	\$35,298.00
Clear Creek Amana	146	41	\$144,721.80
Clearfield	3	10	\$35,298.00
Colfax-Mingo	67	19	\$67,066.20
Collins-Maxwell	35	10	\$35,298.00
Colo-Nesco	39	11	\$38,827.80
Columbus	75	21	\$74,125.80

**Grant Award Available for 2010-2011** 

	Grant Award	Available for 2010-20	11
District Name	2009 Kindergarten Count	Eligible Children Count	<b>Grant Award Available</b>
Corwith-Wesley	0	10	\$35,298.00
Dallas Center-Grimes	223	63	\$222,377.40
Decorah Community	142	40	\$141,192.00
Denison	166	47	\$165,900.60
Denver	58	17	\$60,006.60
Diagonal	11	10	\$35,298.00
Dike-New Hartford	66	19	\$67,066.20
Dunkerton	47	14	\$49,417.20
Earlham	60	17	\$60,006.60
Elk Horn-Kimballton	16	10	\$35,298.00
Emmetsburg	72	21	\$74,125.80
Essex	14	10	\$35,298.00
Exira	13	10	\$35,298.00
Fairfield	115	33	\$116,483.40
Farragut	12	10	\$35,298.00
Fort Madison	189	53	\$187,079.40
Fredericksburg	20	10	\$35,298.00
Fremont	15	10	\$35,298.00
Fremont-Mills	26	10	\$35,298.00
Galva-Holstein	39	11	\$38,827.80
Gilbert	86	25	\$88,245.00
Gladbrook-Reinbeck	32	10	\$35,298.00
Glenwood	143	41	\$144,721.80
Greene	26	10	\$35,298.00
Grinnell-Newburg	120	34	\$120,013.20
Grundy Center	66	19	\$67,066.20
Harlan	125	35	\$123,543.00
Hinton	76	22	\$77,655.60
H-L-V	24	10	\$35,298.00
Hudson	59	17	\$60,006.60
IKM	33	10	\$35,298.00
Interstate 35	66	19	\$67,066.20
Iowa Valley	46	13	\$45,887.40
Janesville Consolidated	25	10	\$35,298.00
Jesup	87	25	\$88,245.00
Keota	25	10	\$35,298.00
Kingsley-Pierson	27	10	\$35,298.00

#### **Grant Award Available for 2010-2011**

District Name	2009 Kindergarten Count	Eligible Children Count	Grant Award Available
Knoxville	140	40	\$141,192.00
Lake Mills	60	17	\$60,006.60
Lawton-Bronson	54	16	\$56,476.80
Le Mars	147	42	\$148,251.60
Lineville-Clio	3	10	\$35,298.00
Linn-Mar	554	156	\$550,648.80
Logan-Magnolia	53	15	\$52,947.00
Louisa-Muscatine	67	19	\$67,066.20
LuVerne	15	10	\$35,298.00
Madrid	45	13	\$45,887.40
Manson Northwest Webster	55	16	\$56,476.80
Marcus-Meriden-Cleghorn	32	10	\$35,298.00
Martensdale-St Marys	36	11	\$38,827.80
Mediapolis	55	16	\$56,476.80
MFL MarMac	76	22	\$77,655.60
Montezuma	38	11	\$38,827.80
Monticello	77	22	\$77,655.60
Morning Sun	29	10	\$35,298.00
Mount Pleasant	142	40	\$141,192.00
Mount Vernon	104	30	\$105,894.00
New Hampton	67	19	\$67,066.20
New London	40	12	\$42,357.60
Newton	270	76	\$268,264.80
North Cedar	62	18	\$63,536.40
North Central	32	10	\$35,298.00
North Iowa	40	12	\$42,357.60
North Polk	114	32	\$112,953.60
North Tama County	37	11	\$38,827.80
North Winneshiek	18	10	\$35,298.00
Northeast	42	12	\$42,357.60
Northeast Hamilton	16	10	\$35,298.00
Northwood-Kensett	40	12	\$42,357.60
Odebolt-Arthur	26	10	\$35,298.00
Ogden	53	15	\$52,947.00
Olin Consolidated	18	10	\$35,298.00
Osage	67	19	\$67,066.20

**Grant Award Available for 2010-2011** 

		Available for 2010-201	11
District Name	2009 Kindergarten Count	Eligible Children Count	<b>Grant Award Available</b>
Panorama	70	20	\$70,596.00
PCM	79	23	\$81,185.40
Pekin	47	14	\$49,417.20
Pella	203	57	\$201,198.60
Pomeroy-Palmer	21	10	\$35,298.00
Postville	53	15	\$52,947.00
Prairie Valley	66	19	\$67,066.20
Remsen-Union	38	11	\$38,827.80
Riceville	24	10	\$35,298.00
River Valley	40	12	\$42,357.60
Riverside	41	12	\$42,357.60
Rockwell-Swaledale	24	10	\$35,298.00
Roland-Story	93	27	\$95,304.60
Rudd-Rockford-Marble Rk	30	10	\$35,298.00
Ruthven-Ayrshire	21	10	\$35,298.00
Sac	39	11	\$38,827.80
Saydel	102	29	\$102,364.20
Schaller-Crestland	26	10	\$35,298.00
Schleswig	27	10	\$35,298.00
Sentral	16	10	\$35,298.00
Sergeant Bluff-Luton	133	38	\$134,132.40
Seymour	22	10	\$35,298.00
Sheffield Chapin	25	10	\$35,298.00
Shenandoah	91	26	\$91,774.80
Sibley-Ocheyedan	73	21	\$74,125.80
Sidney	23	10	\$35,298.00
Sigourney	52	15	\$52,947.00
Sioux Center	117	33	\$116,483.40
Sioux Central	41	12	\$42,357.60
Solon	93	27	\$95,304.60
South Clay	0	10	\$35,298.00
South Hamilton	49	14	\$49,417.20
South O'Brien	47	14	\$49,417.20
South Page	14	10	\$35,298.00
Southeast Polk	443	125	\$441,225.00
Spencer	173	49	\$172,960.20

Statewide Voluntary Preschool Program For Four-Year-Old Children Application Section II: General Application Information

District Name	2009 Kindergarten Count	Eligible Children Count	Grant Award Available
Spirit Lake	71	20	\$70,596.00
Springville	38	11	\$38,827.80
St Ansgar	41	12	\$42,357.60
Sumner	37	11	\$38,827.80
Tipton	73	21	\$74,125.80
Titonka Consolidated	11	10	\$35,298.00
Treynor	59	17	\$60,006.60
Tri-Center	53	15	\$52,947.00
Tripoli	31	10	\$35,298.00
Turkey Valley	25	10	\$35,298.00
Twin Cedars	23	10	\$35,298.00
Underwood	65	19	\$67,066.20
Union	96	27	\$95,304.60
Urbandale	267	75	\$264,735.00
Van Meter	37	11	\$38,827.80
Ventura	15	10	\$35,298.00
Wall Lake View Auburn	36	11	\$38,827.80
Wapello	37	11	\$38,827.80
Wapsie Valley	59	17	\$60,006.60
Waukee	586	165	\$582,417.00
Waverly-Shell Rock	132	37	\$130,602.60
West Bend-Mallard	21	10	\$35,298.00
West Branch	54	16	\$56,476.80
West Central	21	10	\$35,298.00
West Delaware County	129	37	\$130,602.60
West Des Moines	656	184	\$649,483.20
West Hancock	56	16	\$56,476.80
West Lyon	91	26	\$91,774.80
West Marshall	84	24	\$84,715.20
West Monona	65	19	\$67,066.20
Westwood	44	13	\$45,887.40
Williamsburg	75	21	\$74,125.80
Wilton	60	17	\$60,006.60

#### **Grant Award Available for 2010-2011**

District Name	2009 Kindergarten Count	Eligible Children Count	Grant Award Available
Winterset	135	38	\$134,132.40
Woden-Crystal Lake	6	10	\$35,298.00
Woodbine	42	12	\$42,357.60
Woodbury Central	65	19	\$67,066.20
Woodward-Granger	63	18	\$63,536.40

## **SECTION III**

# **Instructions For Writing the Application**

#### **Availability of Funds:**

Grant Application awards will be based on the 2011 legislative appropriation.

#### SECTION III – INSTRUCTIONS FOR WRITING THE APPLICATION

#### Applications shall address the requirements found in 281—Iowa Administrative Code chapter 16.

The applicant is encouraged to review additional information found in 281—Iowa Administrative Code chapter 16 and in Iowa Code Chapter 256C:

#### Chapter 16

http://www.legis.state.ia.us/aspx/ACODocs/DOCS/9-23-2009.281.16.pdf

Instructions for writing the application have been outlined using the following components in each section: 1) a general description based on the requirements of the Iowa Code and Administrative Rules; 2) the instructions to complete forms; and 3) the criteria for scoring.

#### Note: Board approval is required prior to signature of board president/designee.

The application must follow the format requirements in addition to including the required application components.

#### **Format Requirements:**

The application submitted to the Department must adhere to the following requirements:

- Submit documents in the following order:
  - A. Cover Page
  - B. Assurances
  - C. Minority Impact Statement
  - D. Collaboration: Partners and Commitment Form
  - E. Program Plan to Provide Quality Preschool
    - o Existing Preschool Question
    - o Preschool Program Plan Narrative (a through e)
    - o Preschool Program Plan Form
  - F. Preschool Budget Plan
- Preschool Program Plan Narrative is limited to five (5) pages.
- Narrative responses must be double-spaced, single-sided, with one-inch margins on the top, bottom and sides.
- Tables included in the narrative responses must be double-spaced.
- Provide page number and school district number at the bottom of each page (footer).
- Font size must be a minimum of 12 point.
- The <u>original and one copy</u> of the application must be submitted by the due date. The original and one copy of the application can be delivered in person to MaLinda Hugh-Reynolds, secretary, at the Grimes State Office Building, 400 East 14<sup>th</sup> Street, Des Moines, 3<sup>rd</sup> Floor lobby, by 4:30 p.m. on May14, 2010 or be mailed and postmarked on or before May14, 2010.
- The original application must be signed by the school superintendent and board president/designee, preferably in blue ink. No signature stamps are allowed.
- The copy of the application does not require an original signature.

- Documents are not to be submitted in a three-ring binder or encased in page protectors.
- Applicants using US postal service are advised to mail the application with a tracking receipt. If
  applicant has not received such notice from the Department within three days of mailing, the
  applicant is encouraged to contact MaLinda Hugh-Reynolds, secretary at the Department.
- All forms included in the application must be completed and submitted with the application.
- No redesign of these forms is permitted.

#### **Application Components:**

#### A. Cover Page and Number of Copies

Applicants will provide brief logistics to the Department. All items must be completed on the application Cover Page.

#### **Instructions:**

- Include all information requested on the Cover Page. The cover page should be the first visible sheet of paper in the application and is to be one page, one-side in length. No other cover or page should precede it.
- The <u>original application must be signed by the school superintendent and board</u> president/designee.
- No signature stamps are allowed.
- Submit the **original application and one copy** to the Department by the due date.

#### **B.** Assurances

The purpose of this section is to assist the applicant in understanding the requirements of Iowa Code Chapter 16. The applicant will review and agree to fulfill the agreements and conditions indicated in the assurances.

- The <u>Assurances in the original application must have original signatures of the school superintendent and board president/designee</u>.
- No signature stamps are allowed.
- The copy of the application does not need to have original signatures.

#### C. Minority Impact Statement

Completion of the Minority Impact Statement is required for all grants submitted to the State of Iowa. The purpose is to ensure that the applicant considers the potential impact of the grant on minority populations.

- A narrative must accompany the statement chosen on the Minority Impact Statement Form; and
- The Minority Impact Statement must be signed by a district representative.

#### **D.** Collaboration: Partners and Commitment Form (8 Points)

The purpose of collaboration, and the intent of the preschool program legislation, is to maintain a community of combined efforts and resources to meet the preschool needs of four-year-old children.

The Collaboration: Partners and Commitment Form of the application is completed to identify community partners and describe the collaborative partnerships between the applicant and the partner to 1) develop the preschool application and/or 2) implement the preschool program.

#### **Instructions: Collaboration: Partners and Commitment Form**

No communities are the same; consequently, school districts will have to ascertain which of the partners listed in 281—Iowa Administrative Code (IAC) chapter 16 are relevant to the specific community. Every community has representation from at least the following partners:

- Parents/families;
- Area Education Agency (AEA);
- Community Empowerment Board(s);
- Business representatives;
- Head Start:
- Human Services; and
- Public Health.

The applicant should not delete or change any of the "Categories of Applicable Partners". The applicant follows these steps to complete the Collaboration: Partners and Commitment Form:

- Step 1 In Column 2 identify the agency name for each category of community partners (listed in Column 1) that assisted in developing the preschool application and/or will assist in the preschool program implementation.
- Step 2 In Column 3 indicate Yes or No whether the agency was a collaborative partner to develop the preschool application.
- Step 3 In Column 3 describe the collaboration to develop the preschool application.
- Step 4 In Column 4 indicate Yes or No whether the agency will be a collaborative partner to implement the preschool program.
- Step 5 In Column 4 describe the collaboration to implement the preschool program.

#### E. Program Plan to Provide Quality Preschool (16 Points)

The purpose of this section is to inform the Department of the plan the applicant has developed to implement the Statewide Voluntary Preschool Program for Four-Year-Old Children.

The Program Plan to Provide Quality Preschool involves the completion of 1) the Existing Preschool Question; 2) the Preschool Plan Narrative to describe how the applicant and community partners will provide quality preschool programming by addressing questions "a" through "d"; and 3) the Preschool Plan Form which provides information on the locations where the preschool will be implemented.

#### **Instructions: Existing Preschool Question**

Applicants will check the appropriate box to indicate whether or not there are current preschool opportunities for four-year-old children within the boundaries of the district.

#### **Instructions: Preschool Plan Narrative**

Applicants will ensure compliance with Chapter 16 by completing a short narrative describing how the applicant will address each of the items "a" through "d" in this section.

- a) <u>Curriculum</u> The applicant identifies the curriculum and describes the teacher's experience including previous professional development in the chosen curriculum.
  - a.1 The applicant will follow these steps to complete the form for each teacher in the program including all district and community partners. If the teacher is not yet know enter Unknown (UNK). Additional rows may be added as needed to allow for additional teachers.
    - $\circ$  Step 1 In Column 1 enter the teacher name.
    - Step 2 In Column 2 indicate the name of the curriculum to be used in this classroom.
    - Step 3 In Column 3 enter the number of years the teacher has implemented this curriculum.
  - a.2 The applicant will briefly describe the district strengths and challenges in implementing the selected curriculum.
  - a.3 The applicant will briefly describe the professional development experiences supporting the teachers in implementing this curriculum. If the teacher is unknown please describe the district plan to assure the implementation of the selected curriculum.
- b) <u>Assessment</u> The applicant identifies the assessment and describes the teacher's experience including previous professional development in the chosen assessment.
  - b.1 The applicant will follow these steps to complete the form for each teacher in the program including all district and community partners. If the teacher is not yet known enter UNK. Additional rows may be added as needed to allow for additional teachers.
    - $\circ$  Step 1 In Column 1 enter the teacher name.
    - Step 2 In Column 2 indicate the name of the assessment to be used in this classroom.
    - Step 3 In Column 3 enter the number of years the teacher has implemented this assessment.
  - b.2 The applicant will briefly describe the district strengths and challenges in implementing the selected assessment.
  - b.3. The applicant will briefly describe the professional development experiences supporting the teachers in implementing this assessment. If the teacher is unknown please describe the district plan to assure the implementation of the selected assessment.
- c) <u>Program Standards</u> The applicant identifies the standard used and how the applicant plans to achieve the standard within one year of funding. Approved program standards include:
  - National Association for the Education of Young Children (NAEYC) Accreditation;
  - Head Start Program Performance Standards; or
  - Iowa Quality Preschool Program Standards (IQPPS).
    - c.1 Applicant will identify the approved program standard.

- c.2 The applicant will briefly describe the district strengths and challenges in implementing the selected program standards.
- c.3 The applicant will briefly describe the professional development plan to ensure that teaching staff will receive professional development to support the implementation of the selected program standards.
- d) <u>Family Involvement</u> The applicant describes the plan to address each of the three required family involvement components:
  - d.1 One Home Visit The applicant will describe the plan to ensure that at least one home visit is accomplished for each child.
  - d.2 Two Parent/Teacher Conferences The applicant will describe the plan to ensure that at least two parent/teacher conferences are accomplished for each child.
  - d.3 One Family Night The applicant will describe the plan to provide at least one family night.

#### **Instructions: Preschool Plan Form**

Applicants will complete the Preschool Plan Form to provide logistical information about the locations at which the preschool program will be implemented. Applicants may add rows as necessary for additional location information.

#### Required information includes:

<u>Column 1 - Location</u> – Applicant lists the name of the site where the preschool sessions will be held. This may be the name of the district elementary school, a community preschool or child care center, an accredited nonpublic school, Shared Visions or Head Start. Please use a separate line for each location.

<u>Column 2 - Number of Sessions at this Location</u> – Applicant lists the total number of sessions at the specific location. A session is described as a period of time when one group of children is present. For example:

- If a teacher had a morning and an afternoon session with a different group of children in each; that would be considered to be two (2) sessions.
- If a teacher had a full-day session with the same children, that would be considered to be one (1) session.

<u>Column 3 - Program Standards</u> – Applicant enters the appropriate program standards for each specific location. All preschool sessions must meet one of the three program standards within one year of funding. The applicant will enter:

- **H** for Head Start Program Performance Standards;
- N for National Association for the Education of Young Children (NAEYC); or
- I for Iowa Quality Preschool Program Standards (IQPPS).

<u>Column 4 - Collaborating Agency for Session(s) at this Location</u> – The applicant indicates, by marking an "X" in the appropriate box describing each specific site. The applicant checks all columns that apply to each specific location.

- District Check here if the program is a district operated program on a school campus or other site.
- DHS Licensed Preschool and/or Child Care Center Check here if the program is licensed by Department of Human Services and operated by a child care or preschool agency.
- Faith-Based Preschool- Check here if the program is operated by a faith-based organization. If the session is in a faith-based, accredited non-public school; check both "Faith-Based Preschool" and "Accredited Non-Public School".
- Accredited Non-Public School Check here if the session is part of an accredited non-public school. If the session is in a faith-based, accredited non-public school; check both "Faith-Based Preschool" and "Accredited Non-Public School".
- Head Start Check here if the session is administered by a federally-funded Head Start program.
- Shared-Visions Check here if the session is a state-funded Shared Visions program.

<u>Column 5 - Estimated Child Count by Category at this Location</u> – The applicant enters the number of children from each of these categories that will be included in the preschool program sessions at this location. Note: Class size may not exceed twenty (20) children per session. Districts must ensure that space is allocated for children on instructional IEPs.

- Statewide Voluntary Preschool Program Enter the total number of eligible children at this location.
- Early Childhood Special Education (ECSE) Enter the total number of children on instructional IEPs at this location. (Do not include children on a support only IEP such as speech or physical therapy.)
- Head Start Enter the total number of children funded through Head Start at this location.
- Shared Visions Enter the total number of children funded through Shared Visions at this location.
- Other Enter the total number of children funded through other sources at this location (for example, parent tuition, Empowerment, etc.).

<u>Column 6 - Estimated Total Number of Children at this Location</u> – The applicant enters the number of children anticipated to attend the sessions at this location.

#### F. Preschool Budget Form

**Preschool Budget Form:** The applicant will utilize the minimum Grant Award Available for 2010-2011 specific to the district from pages 15-20, Section II, General Application Instructions, to determine the maximum allocation available in order to complete the Preschool Budget Form. The applicant will provide budget and funding information for expenditures based upon the allowed Grant Award Available by completing the Preschool Budget Form.

The Applicant's potential funding is based a minimum of twenty percent (28%) of the kindergarten Certified Enrollment from October 2009 or up to an eligible child count of ten (10) enrolled children on the September 8 count (see pages 15-20, Section II, General Application Instructions, for the district October 2009 Certified Enrollment Count).

The cost per child will equal the K-12 per pupil allotment, multiplied by 60 percent, pending approval of the State Fiscal Year Budget. The Statewide Voluntary Preschool Program for Four-Year-Old Children 2010-2011 appropriation is \$3,529.80 per eligible four-year-old pending legislative decisions regarding allowable growth.

#### **Instructions for Preschool Budget Form:**

Applicants will complete all information, as applicable, on the Preschool Budget Form. The applicant will utilize the Grant Award Available amount specific to the district from pages 15-20, Section II, General Application Instructions, to provide an estimated budget for each location. Lines may be added to accommodate additional locations as needed. The applicant will total all columns and rows to ensure the accuracy of calculations.

- If Administrative Costs are anticipated, the applicant must complete the Administrative Cost Budget Justification in the box below the Preschool Budget Form. Districts may not supplant administrative costs.
- The estimated budget for each option may not exceed the total budget anticipated from the Grant Award for 2010-2011.
- The categories for the description of expenses need not all be funded (some categories may be \$0).
- The funding shall be used to supplement, not supplant, existing federal and state funding for preschool programming.

Note: Partnership budgets should be based upon direct costs to provide and maintain a quality preschool program rather than per child costs.

# **SECTION IV**

## **Scoring**

#### Rubric of Scoring Criteria for the Statewide Voluntary Preschool Program for Four-Year-Old Children Application

#### **Collaboration: Partners and Commitment Form (8 Points)**

1. Extent to which the applicant describes preexisting relationships among early care, health and education providers and community partners to support the <u>application</u> of general education preschool programming for four-year-olds.

4 Points	2 Points	O Points
(Extensive/Strong)	(Weak)	(No Evidence)
1. Preexisting relationships and	1. Preexisting relationships and	1. No evidence was
partnerships were described to support	partnerships were described to support	provided.
the application for general education	the application for general education	
preschool programming for four-year-	preschool programming for four-year-	
olds as evidenced by:	olds as evidenced by:	
<ul> <li>Previous involvement of at least 5</li> </ul>	<ul> <li>Previous involvement of at least 3</li> </ul>	
Categories of Community	Categories of Community	
Partners.	Partners.	

2. Extent to which the applicant describes the plan to maintain relationships and partnerships among early care, health and education providers and community partners to support the implementation of general education preschool programming for four-year-olds.

4 Points	2 Points	O Points
(Strong)	(Weak)	(No Evidence)
<ul> <li>2. The plan to maintain relationships and partnerships to support the implementation of the preschool program as evidenced by:</li> <li>Future involvement of at least 5 Categories of Community Partners.</li> </ul>	<ul> <li>2. The plan to maintain relationships and partnerships to support the implementation of the preschool program as evidenced by:</li> <li>Future involvement of at least 3 Categories of Community Partners.</li> </ul>	2. No evidence was provided.

#### **Program Plan to Provide Quality Preschool (16 Points)**

3. What evidence is provided to indicate there is nonexistent general education preschool opportunities within the school district boundaries to serve four-year-old children?

4 Points	2 Points	O Points
(Strong)	(Weak)	(No Evidence)
3. There are NO general education		3. General education
preschool opportunities currently		preschool opportunities
within the school district boundaries to		currently exist within the
serve four-year-old children.		school district boundaries to
•		serve four-year-old children.

4. Extent to which the applicant describes the program plan to implement the Statewide Voluntary Preschool Program for Four-Year-Old Children?

8 Points	4 Points	O Points
(Strong)	(Weak)	(No Evidence)
4. The applicant has an extensive description of the program plan for preschool implementation for all areas.	4. The applicant has a minimal description of the program plan for preschool implementation for all areas.	4. No evidence was provided.

5. What evidence is provided on the Preschool Plan Form to describe preschool programming for the Statewide Voluntary Preschool Program for Four-Year-Old Children?

4 Points (Strong)	2 Points (Weak)	O Points (No Evidence)
5. The applicant has completed all	5. The applicant has completed some	5. No evidence was
information on the Preschool Plan	information on the Preschool Plan	provided.
Form for each location.	Form for each location.	

## **SECTION V**

## **Application Form**

A. COVER PAGE		
For DE Use Only Kindergarten Certified Enrollment from October 2009	STATEWIDE VOLUNTARY PRESCHOOL PROGRAM FOR FOUR-YEAR-OLD CHILDREN	For DE Use Only AEA:
Number of children to be funded:	Applications must be postmarked or delivered by 4:30 p.m. on May 14. Hard copies can be mailed or delivered to:	
Amount to be funded:	MaLinda Hugh-Reynolds, Secretary Iowa Department of Education Early Childhood Services Bureau Grimes State Office Building Third Floor Lobby 400 East 14 <sup>th</sup> Street Des Moines, IA 50319-0146	Date Application Received or Postmarked:

Applicant's Information										
Name of District (Applicant) If this is application, please list all districts:	a consortium	Estimated Total Number of Eligible 4-Year-Old Children:								
Name of Superintendent:		Contact Person and for Application Questions:								
Address:		Address:								
City:	Zip:	City:	Zip:							
Phone:	•	Phone:								
Email:		Email:								

#### **B. ASSURANCES**

#### Part A: Nondiscrimination

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, *et seq.*), Title IX (Educational Amendments, 20 U.S.C.§§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, *et seq.*). If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295, or the Director of the Office for Civil Rights, U.S. Department of Education, 111 N. Canal Street, Suite 1053, Chicago, IL 60606-7204.

#### Part B: Personnel

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children will have an appropriately licensed teacher available for the program by September 8, 2010, to provide the instructional time to eligible children.

I further certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children has or will have sufficient numbers of staff available for the preschool program.

#### Part C: Supplement, not Supplant

As the designated applicant agency representative, I certify that funds from the Statewide Voluntary Preschool Program for Four-Year-Old Children will be used to supplement, not supplant, other public funding received by the applicant school district as the result of the participation of any eligible children if funded from another state or federal sources such as Head Start, Shared Visions, or Community Empowerment. This restriction is applicable only for costs related to instructional time.

#### Part D: Integration of Other Preschool Programs

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children will make provisions for the integration of children from other state and federally funded preschool programs including Head Start, Special Education, Title 1, Shared Visions Preschool and Community Empowerment.

#### Part E: Collaboration with Community

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children was developed and will be carried out in active collaboration with families, community agencies, organizations, boards and other stakeholders.

#### Part F: Fiscal Accountability

As the designated applicant agency representative, I certify that the applicant assumes responsibility for the control of funds received under this application. It is acceptable to enter into a 28E agreement or contract with another agency to employ the teacher for the Statewide Voluntary Preschool Program for Four-Year-Old Children.

#### Part G: Program Accountability

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children agrees to meet the program requirements specified in the administrative rules which indicates that each preschool classroom will adopt and meet the approved Preschool Program Standards that include NAEYC Program Standards and Accreditation Criteria, Head Start Program Performance Standards or the Iowa Quality Preschool Program Standards.

The preschool program will provide children with a minimum of ten (10) hours of instructional time delivered in accordance with curriculum and child standards.

I further certify that the applicant will provide an annual report to the Department regarding program requirements by the required date.

#### Part H: Evaluation and Data Collection

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children agrees to collect data on the performance measures specified in the administrative rules and any additional data that will be necessary for the evaluation of the preschool program, as may be required by the Department.

#### Part I: Program Site

As the designated applicant agency representative, I certify that the Statewide Voluntary Preschool Program for Four-Year-Old Children will take place in an adequate and appropriate space and an accessible facility.

#### Part J: Public Access to the Application

As the designated applicant agency representative, I certify that this application has been made available for public access.

## Part K: Preschool Program Standards Met in One Year (Only applicable if a classroom does not meet program standards currently)

As the designated applicant agency representative, I certify that each preschool classroom will address the implementation of the required Preschool Program Standards.

The applicant agrees to meet with staff at the Department upon request.

#### **Certification**:

As the authorized representative of the applicant agency, and on behalf of the Statewide Voluntary Preschool Program for Four-Year-Old Children, I agree to fulfill all of the above agreements and conditions. In addition, I certify that the local education agency agrees to collect and share with the Department and community partners the performance measures data that will be necessary for the evaluation of the Statewide Voluntary Preschool Program for Four-Year-Old Children. I further certify that the school district agrees to continue ongoing collaborative community partnerships to maintain the proposed application preschool plans.

Applicant District Name:	
Signature stamps and electronic signatures will not be a	accepted.
Original signature of district representative on behalf of the	e Statewide Voluntary Preschool
Program for Four-Year-Old Children:	Date:
Signature stamps and electronic signatures will not be a Original signature of School Board President/Designee on	•
Preschool Program for Four-Year-Old Children:	•

#### C. MINORITY IMPACT STATEMENT

Completion of the Minority Impact Statement is required for all grants submitted to the State of Iowa. A narrative must accompany the statement chosen on the Minority Impact Statement Form and district signature must be included.

#### MINORITY IMPACT STATEMENT FORM

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

	ase choose the statement(s) that pertains to this grant application. Complete all the information requested for chosen statement(s).
	The proposed grant project programs or policies could have a disproportionate or unique <b>positive</b> impact on minority persons.
	Describe the positive impact expected from this project
	Indicate which group is impacted:  Women Persons with a Disability Blacks Latinos Asians Pacific Islanders American Indians Alaskan Native Americans Other
	The proposed grant project programs or policies could have a disproportionate or unique <u>negative</u> impact on minority persons.
	Describe the negative impact expected from this project
	Present the rationale for the existence of the proposed program or policy.
	Provide evidence of consultation of representatives of the minority groups impacted.
	Indicate which group is impacted:  Women Persons with a Disability Blacks Latinos Asians Pacific Islanders American Indians Alaskan Native Americans Other
	The proposed grant project programs or policies are <u>not expected to have</u> a disproportionate or unique impact on minority persons.
Pre	sent the rationale for determining no impact.

<u>Minority Impact Statement – Signature</u>
I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.
Signature of District Representative:
Title:

#### **Definitions**

"Minority Persons", as defined in Iowa Code Section 8.11, mean individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability", as defined in Iowa Code Section 15.102, subsection 5, paragraph "b", subparagraph (1): b. As used in this subsection:

(1) "Disability" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"Disability" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
  - (c) Compulsive gambling, kleptomania, or pyromania.
  - (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency", as defined in Iowa Code Section 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

#### **D.** Collaboration: Partners and Commitment Form (8 Points)

The Collaboration: Partners and Commitment Form is used to identify partners and describe the partnerships between the applicant and the partner to 1) develop the preschool application and/or 2) implement the preschool program.

The applicant follows these steps to complete the Collaboration: Partners and Commitment Form:

- Step 1 In Column 2 identify the agency name for each category of community partners (listed in Column 1) that assisted in developing the preschool application and/or will assist in the preschool program implementation.
- Step 2 In Column 3 indicate Yes or No whether the agency was a collaborative partner to develop the preschool application.
- Step 3 In Column 3 describe the collaboration to develop the preschool application.
- Step 4 In Column 4 indicate Yes or No whether the agency will be a collaborative partner to implement the preschool program.
- Step 5 In Column 4 describe the collaboration to implement the preschool program.

Do not delete or change any of the "Categories of Applicable Community Partners" in the left column of this form. Additional lines may be added as necessary.

#### **Collaboration: Partners and Commitment Form**

	Conadoration. 1 at the sand Communicate Form											
<u>Column 1</u>	<u>Column 2</u>		<u>Column 3</u>	Column 4								
Categories of	Name of		<b>Collaborated with Community</b>		Collaboration with Community							
Applicable	Applicable	I	Partner to Develop the Preschool	Pa	Partners to implement the Preschool							
Community	Community		Application.		Program.							
<b>Partners</b>	Partners by											
	Category.											
*Required												
<b>Partners</b>	Put N/A if not											
	applicable or not available in the											
	community (add											
	rows as necessary for											
	each category)	Y/N	Describe Collaboration	Y/N	Describe Collaboration							
Parents*												
Area Education												
Agency*												
Community												
Empowerment												
Area Board*												
Head Start*												
<b>Human Services*</b>												
D 110 II 141 #												
Public Health*												
Business												
Representatives*												
Shared Visions												
Other School												
Districts												

Column 1 Categories of Applicable Community Partners *Required Partners	Column 2 Name of Applicable Community Partners by Category.  Put N/A if not applicable or not available in the community (add rows as necessary for each category)	Column 3 Collaborated with Community Partner to Develop the Preschool Application.  Y/N Describe Collaboration			Column 4 Collaboration with Community Partners to implement the Preschool Program.  Y/N Describe Collaboration					
All Accredited Nonpublic Schools, including Faith-Based Representatives in the Community Childcare Resource and				27.	2 escribe estimated					
Referral Economic Development Licensed Childcare Centers in the Community										
Registered Child Development Homes in the Community Other										

#### E. PROGRAM PLAN TO PROVIDE QUALITY PRESCHOOL (16 Points)

The Program Plan to Provide Quality Preschool section involves the completion of 1) the **Existing Preschool Question** to indicate whether preschool opportunities do or do not currently exist for four-year-old children; 2) **Preschool Plan Narrative** for subsections "a" through "e" to describe how the preschool will be implemented; and 3) **Preschool Plan Form** which provides information on the preschool sessions.

1) **Existing Preschool Question** – The applicant will answer "Yes" or "No" to indicate if opportunities for preschool for four-year-old children currently exist in the community.

	Check the Appropriate Box
General education preschool opportunities	
currently exist within the school district	
boundaries to serve four-year-old children	
General education preschool opportunities	
<b><u>DO NOT currently</u></b> exist within the school	
district boundaries to serve four-year-old	
children	

- 2) **Preschool Plan Narrative is limited to five (5) pages.** The applicant will describe how the district and community partners will provide a quality preschool program addressing each of the following areas:
- a) Curriculum The applicant will complete "a.1" through "a.3":
- a. 1 The applicant will complete the following form for each teacher in the preschool program (include all district and community partner teachers). If the teacher is not yet hired, indicate UNK. Please add rows as needed to allow for additional teaching staff.

	Preschool Program Plan - Curriculum											
Column 1	Column 2	Column 3										
Name of Teacher	Name of Curriculum to be used in classroom	Years of Experience using Curriculum										
		Currentin										

a. 2 Briefly describe the district strengths and challenges in implementing the selected curriculum.

- a. 3 Briefly describe the professional development experiences supporting the teachers in implementing the selected curriculum. If the district teacher(s) is not yet known, please describe the district plan to assure the implementation of the selected curriculum.
- b) Assessment The applicant will complete "b.1" through "b.3":
- b. 1 The applicant will complete the following form for each teacher in the preschool program (include all district and community partner teachers). If the teacher is not yet hired, indicate UNK. Please add rows as needed to allow for additional teaching staff.

Preschool Program Plan - Assessment											
Column 1	Column 2	Column 3									
Name of Teacher	Name of Assessment to be used in classroom	Years of Experience using									
		Assessment									

- b. 2 Briefly describe the district strengths and challenges in implementing the selected assessment.
- b. 3 Briefly describe the professional development experiences supporting the teachers in implementing the selected assessment. If the district teacher(s) is not yet known, please describe the district plan to assure the implementation of the selected assessment.
- c) Program Standards The applicant will complete "c.1" through "c.3".
- c.1 Applicant will identify the approved program standard. Approved program standards include:
  - National Association for the Education of Young Children (NAEYC) Accreditation;
  - Head Start Program Performance Standards; or
  - Iowa Quality Preschool Program Standards (IQPPS).
- c.2 The applicant will briefly describe the district strengths and challenges in implementing the selected program standards.
- c.3 The applicant will briefly describe the professional development plan to ensure that teaching staff will receive professional development to support the implementation of the selected program standards.
- d) Family Involvement The applicant will complete "d.1" through "d.3".
- d.1 One Home Visit The applicant will describe the plan to ensure that at least one home visit is accomplished for each child.
- d.2 Two Parent/Teacher Conferences The applicant will describe the plan to ensure that at least two parent/teacher conferences are accomplished for each child.

- d.3 One Family Night The applicant will describe the plan to provide at least one family night.
- 3) **Preschool Plan Form** The applicant will complete the **Preschool Plan Form** to provide information regarding where the Statewide Voluntary Preschool Program for Four-Year-Old Children will be implemented. *Please add rows as needed to allow for additional location information*.

A <u>session</u> is described as a period when one group of children is present. For example:

- If a teacher had a morning and an afternoon session with two (2) different groups of children, that would be considered as two (2) sessions.
- If a teacher had a full-day session with all of the same children, that would be considered as one (1) session.

#### **Preschool Plan Form**

	PRESCHOOL PLAN FORM													
Column 1	Column 2	Column 3			Column	4		·	Column 5				<u>Column 6</u>	
		Program Standards (Indicate all that apply to this location)	Collaborating Agency for Sessions at this Location (Check all that apply)				Estimated Child Count by Category in Sessions at this Location (complete for each program as necessary)				Estimated Total Number of Children in Sessions at this Location			
Location	Number of Sessions at this Location	N=NAEYC H=Head Start I=IQPPS	District	DHS Licensed Preschool and/or Child Care Center	Faith-Based Preschool	Accredited Non-Public School	Head Start	Shared Visions	Statewide Voluntary Preschool	Early Childhood Special Education	Head Start	Shared Visions	Other	
					•		•		•					

#### F. PRESCHOOL BUDGET FORM

**Preschool Budget Form:** The applicant will utilize the Grant Award Available for 2010-2011 specific to the district from pages 15-20, Section II, General Application Instructions, to determine the maximum allocation available in order to complete the Preschool Budget Form.

Pending final legislative approval, the Applicant's potential funding is based on a minimum of twenty percent (28%) of the kindergarten Certified Enrollment from October 2009 with a minimum child count of ten (10). The Statewide Voluntary Preschool Program for Four-Year-Old Children 2010-2011 appropriation. The cost per child equals the K-12 per pupil allotment, multiplied by 60 percent. The Statewide Voluntary Preschool Program for Four-Year-Old Children 2010-2011 appropriation per pupil allotment is \$3,529.80.

**Preschool Budget Form -** The applicant will minimum Grant Award Available for 2010-2011 (see pages 15-20, Section II, General Application Instructions) to provide an estimated budget for each location. The applicant will total all columns and rows to ensure the accuracy of calculations. If Administrative Costs are anticipated, applicant must complete the Administrative Cost Budget Justification.

### **Preschool Budget Form**

Total (		ard Availabl om pages 15-2		0-2011				\$			
				Pres	chool Budge	et Form					
Name of Location Salaries Administrative Benefits Employee Professional Development Supplies & Contracted Services Transportation Total											
TOTALS											

*Districts requesting fu	nds to support	administrative costs	must include a budge	t justification below.

Administrative Cost Budget Justification:	